



## *The Village of Biscayne Park*

640 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

**DATE:** December 29, 2017

**TO:** Mayor and Commissioners

**FROM:** Krishan Manners, Village Manager

**RE:** Village Update

Mayor and Commissioners:

**Happy Holidays!** Please note that Village Hall will be closed on January 1, 2018. Please note that trash collection will take place as normal on New Year's Day, **January 1, 2018**. In addition, there will be a special quarterly pickup of bulk yard trash on Saturday, January 13, 2018.

- **Hurricane Irma Recovery:**  
Sod is scheduled to arrive on January 3, 2018.
- **Comprehensive Annual Financial Report (CAFR):**  
The Joint Legislative Auditing Committee granted the requested extension for the 2016 audit. We now have until May 2018, but anticipate delivery earlier. GMS is working on the 2016 books to prepare them for audit.
- **FINANCE:**  
Monthly financial reports are being created so that as soon as the books are up to date we can begin receiving regular reports. All invoices and payroll are up to date.
- **CODE:**  
Both Code Officer Caserta and Pinero have been scanning files to attach to old code board cases for the past year. Closed out old cases from 2014-2017. They have worked on filing all cases that are closed and opened, as well as, code board cases. Revised some notices.

Prepared Agenda for Jan meeting (ongoing). Prepared case summaries for the code board meeting (ongoing). Created a binder for code board minutes and agenda (ongoing). Have worked with BS&A on inputting transaction data information (still in process) so that weekly reporting will be possible.

Code Officer Pinero has continued to work in the field to address various violations, as well as, reviewing old cases to update status. Code Officer Caserta has also been crossing over with the building department to cover for the Building Coordinator who was on vacation.



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- **POLICE:**

**Police Departments Statistics for the period of 12/22 – 12/29**

**Total Cases: 24**

Total Cases by Category

Alarms: 3

Assist another Agency: 1

Sick/ Injured Person: 4

Suspicious Person/Vehicle: 3

Information/ Non-Criminal Investigation: 11

Traffic crash: 1

Vehicle Burglary: 0

Grand Theft: 1

Domestic Violence Arrest: 0

**Significant Activity: 0**

There was no significant criminal activity reported during this timeframe.

- **PARKS & RECREATION:**

The Parks and Recreation Department removed seasonal decorations and organized/stored them for next year. The building was cleaned and prepped for next week's Winter Camp. A thorough inspection of grounds was done for safety measures as numbers tend to be higher over the break. Public Works assisted in maintenance of the basketball backboards and rims and seasonal schedule was set for inspection.

A Movie Night in the Park date was set for Saturday January 20<sup>th</sup>. Movie selection TBD.

An inspection of the sprinkler system was begun and will continue through next week.

- **PUBLIC WORKS:**

This week, Public Works staff removed the remaining Pink floss-silk tree that had fallen due to Hurricane Irma at the Butterfly Garden. Assisted with the repair of the basketball backboard at the Rec Center. Identified several pot holes and areas where asphalt was damaged due to heavy machinery that are in need of repairs. Sprayed the baseball diamond for weeds as well as the east side of the 6<sup>th</sup> Ave bridge. Routine maintenance Village wide.



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- **ADMINISTRATION:**

Administration continues to work with H2O Partners, our Disaster Recovery Consultant, to maximize reimbursements from FEMA.

**Wishing you all a happy, healthy New Year!**